

Bank reconciliation – pro forma

This reconciliation should include all bank and building society accounts, including short term investment accounts. It the column headed "Year ending 31 March 20xx" in Section 2 of the AGAR – and will also agree to Box 7 where the ac a receipts and payments basis. Please complete the highlighted boxes, remembering that unrepresented cheques shoul negative figures.

Name of smaller authority: FOULNESS ISLAND PARISH COUNCIL

County area (local councils and parish meetings only): ROCHFORD DISTRICT, ESSEX

Financial year ending 31 March 20xx 24

Prepared by (Name and Role): B. SUMMERFIELD CLERK / RFO.

Date: ~~xxxx/xx/xx~~ 29/06/24

	£	£
Balance per bank statements as at 31/3/xx:		
account 1	Community Direct Plus Acc	833-63
account 2	BUSINESS SELECT INSTANT ACCESS	806-95
account 3		
account 4		
[add more accounts if necessary]	account 5	
	account 6	
	account 7	
	account 8	

Petty cash float (if applicable) 1640.58

Less: any unrepresented cheques as at 31/3/xx (enter these as negative numbers)

	item 1	
	item 2	
	item 3	
	item 4	
[add more lines if necessary]	item 5	
	item 6	
	item 7	
	item 8	

Add: any un-banked cash as at 31/3/xx

Net balances as at 31/3/xx (Box 8) 1640.58